

Space Requirements

<u>Area Description</u>	<u>Capacity</u>	<u>No. Required</u>	<u>Space Standard</u>	<u>NASF</u>	<u>Total</u>
<u>District Court</u>					
Typical Courtroom	100	7	2	1,700	11,900
Vestibules		7	2	80	560
Attorney Conf/Witness	12	14	2	100	1,400
Two rooms opposite each other and adjacent to the vestibule area of each courtroom for interviews and for counsel use. Defendant witnesses are not to see Plaintiff witnesses.					
Audio/Visual Room		2	2	100	200
Judges Chambers					
Judges Office	1	7	1	200	1,400
Toilet/Closets	1	7	2	75	525
Secy./Reception	2+8 Visitors	1	1	400	400
Library/Conference w/kitchenette	20	1	1	500	500
This area should be accessible to the public area for after hours meetings.					
Law Clerk	1	1	1	81	81
Detention					
Male Detention	40	1	2	600	600
Cells w/toilets					
Female Detention	30	1	2	450	450
Cells w/toilets					
Interview Room	2	4	2	50	200
Isolation Cell	1	4	2	64	254
w/toilet					
Holding Cells	4	7	2	150	1,050
w/toilet for seven Courtrooms					
Security Office w/Toilet	4	1	2	250+60	310
Sallyport	1	1	2	500	500
Police Liaison					
Room	25	1	1	250	250
This room shall be designed to accommodate two tables with chairs for the Officers to work on paperwork prior to hearings. It may be located so as to provide additional secondary security within the public areas of the building. The finishes within this room must be very durable as this room sees abusive use.					

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Advocate Services					
Room	4	10	2	100	1,000
This area will be used by any of several ancillary service providers. These agencies may include: domestic violence counselors, pre-trial, pre-release, drug and alcohol counselors, health department ad court mediation services. These spaces should accommodate at least one staff member and two visitors with room for a desk, desk chair and two to three side chairs.					
Administration					
Admin. Clerk	1 + 3 Visitors	1	1	175	175
ADR Coordinator	1	1	1	150	150
Bailiffs	1	12	1	100	1,200
Interpreters		3	2	56	168
Conference Room		1	1	200	200
Accounting					
Accounting Clerk		1	1	81	81
Mail Room		1	1	100	100
Computer Room			2	100	100
Storage & Receiving			2	200	200
Large Record Room		1	2	2,450	2,450
3-Year File Room		1	2	3,500	3,500
Kitchen	30	1	2	450	450
Staff Toilets					
Men		1	2	125	125
Women		1	2	175	175
Civil					
Supervisor		1	1	126	126
Civil Clerks		12	1	81	972
Computer		1	2	100	100
Conference Room		1	1	100	100
Public Counter	5+ 30 Visitors	1	2	350	350
There should be queuing and waiting area adjacent to the public counter.					
Domestic Violence Room	2	1	2	100	100
Pro Se Room	2	1	2	100	100
Public Records Room		1	2	150	150
Storage		1		200	200

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Criminal/Traffic					
Supervisor		1	1	126	126
Criminal/Traffic Clerks		12	1	81	972
Courtroom Clerks		9	1	81	729
Conference Room			1	100	100
Public Counter	10 + 50 Visitors	1	2	600	600
Pro Se Room		1	2	150	150
Cashiers	2 + 30 Visitors	1	2	350	350
Public Records Room		1	2	150	150
Storage		1	2	200	200
Specialty Courtrooms					
Civil Pre-Trial		1	2	600	600
Preliminary Hearing		1	2	600	600
ADR		1	2	250	250
Meeting/Multi-Purpose					
Room #1	7	2	2	250	500
Toilet	1	2	2	60	120
The Meeting/Multi-Purpose room should be accessible to the courtroom designated for future jury use.					
Room #2	30	1	2	250	250
Toilet	1	1	2	60	60
The Meeting/Multi-Purpose room should be accessible to the courtroom designated for future jury use.					
Support Offices					
State's Attorney	4	7	1	150	1,050
Toilet		1	2	60	60
Alternative Sentencing	4	3	2	100	300
Victim's Advocate Room	4	3	3	100	300
Public Defender	4	7	1	150	1,050
Commissioners					
Commissioner's Office	1+6 Visitors	4	2	205	820
Requires sufficient space to conduct hearings, which are open to the public. Provide vision panels to observe and monitor the reception/waiting area.					
Reception/Waiting Area		1	1	200	200
Provide two counters with glass barriers.					
Staff Toilet	1	1	2	60	60
Storage Workroom		1	2	100	100

Total District Court Net Assignable Square Feet (NAİF) 42,549

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Public Space/Toilets					
District Court Lobby	800	1	2	4,000	4,000
The Lobby/Waiting area is based on the International Building Code of 2000 which requires an area based on 5 NSF/person exclusive of stairs or landings per occupant (5*800=4,000). This area is the waiting area for individuals waiting to enter the courtroom.					
Building Lobby	800	1	2	4,000	4,000
The public lobby area is based on the International Building Code of 2000 which requires an area based on 5 NSF/person exclusive of stairs or landings per occupant (5*800=4,000). The public lobby is placed at the main entrance for queuing reception, security screening, and orientation.					
Men's Toilet		2	2	300	600
The finishes within this room must be very durable as this room sees abusive use. Accessible from public waiting/circulation area.					
Women's Toilet		2	2	300	600
The finishes within this room must be very durable as this room sees abusive use. Accessible from public waiting/circulation area.					
District Court Commissioner Lobby		1	2	200	200
Required for after hours access to the Commissioner. The finishes within this room must be very durable as this room sees abusive use.					
Uni-sex Restrooms		1	2	60	60
Total Public Net Assignable Square Feet (NASF)					9,460

Support					
Mail Room		1	1	100	100
Storage & Receiving			2	200	200
Large Record Room		1	2	2,000	2,000
Kitchen	20	1	2	300	300
Staff Toilets					
Men		1	2	125	125
Women		2	2	175	350
Storage--Custodial	1	1	2	200	200
Custodial Closets	1	2	2	34	68
Telephone/Server Room		1	2	130	130

Total Building Support Net Assignable Square Feet (NASF) 3,473

Total District Court Net Assignable Square Feet 42,549

Total Public Space with Toilets 9,460

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		Total Support Space			3,473	
			Subtotal			55,482
			Circulation			8,322
			Net Square Feet			63,804